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Letter Request 55-8569

MEMORANDUM FOR: Department of the Air Force
Deputy Chief of Staff, Development
Director of Research and Development
Attn: Col. R. L. Johnston - AFDD
Room 4B341, Pentagon

SUBJECT: Transfer of Funds to Department of the Air Force,
Participation in Air Force Minicard Contract

REFERENCE: Memorandum For: Major General Willard Lewis, Deputy
Director of Intelligence, USAF Subject: CIA
Participation in Air Force MINICARD Contract dated
17 May 1955

1. It is the desire of this Agency to transfer in the form of an advance, funds in the amount of [] to the Department of the Air Force for the purchase of a set of Minicard equipment.

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2. The Department of the Air Force entered into contract with Eastman Kodak in 1954 for the development of a system to be known as MINICARD which, if successful, will be a marked advance over this Agency's Intelligence System. There has been the closest of cooperation, on an almost daily basis, between this Agency, the Air Force, and Eastman Kodak in the prosecution of this endeavor.

3. This Agency has decided to convert a segment of its Intellex file to Minicard to determine the feasibility of replacing the present system with Minicard. It is believed that it will be mutually advantageous if this Agency initiates its Minicard operations simultaneously with the Air Force.

4. It is requested that the Department of the Air Force negotiate an amendment to its contract with Eastman Kodak Company which will ensure the manufacture of a second set of equipment (see Attachment A) when the first set is used. It is further requested that the Department of the Air Force arrange to have the second set delivered to this Agency as it becomes available from Eastman Kodak, but no later than 90 days after the delivery of the first. (see Attachment A for delivery instructions)

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5. Since the ultimate objective is to develop a coordinated Air Force — CIA Minicard System, it is requested that representatives of this Agency be allowed to participate at future Minicard conferences between Air Force and Eastman Kodak, and that this Agency receive program reports from Eastman Kodak at the same time they are dispatched to Air Force.

6. Technical liaison with the Department of the Air Force and Eastman Kodak will be maintained by [redacted], this Agency, Code 143, extension 2711.

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7. Funds in the amount of [redacted] are available to this Agency for transfer as an advance to the Department of the Air Force for this work. When the funds are desired a Standard Form 1000 should be prepared and [redacted] of this Agency, Code 143, extension 4453 should be notified.

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8. The classification of documents and equipment produced will be as stipulated by the Department of the Air Force; however, the interest of CIA is classified **CONFIDENTIAL** and should be revealed only to properly security cleared personnel and then only on a need to know basis.

FOR THE DIRECTOR OF LOGISTICS:

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Enclosure:
Attachment A

Chief, Procurement Division

OL/PD/PP/KPS/RR:jb (24 May 1955)

Distribution:

- 2 - Air Force
- 1 - PD Chrono
- 1 - OL Chrono
- 1 - KPS Official
- 1 - Comptroller
- 1 - Jacket - 55-8569
- 1 - Requesting Office (Acq: 9945/1900/55)
- 1 - Fiscal Processing Branch (Via Fiscal Accounts
Proc. & Acct. Chg: 5/5603-20 Branch)
- 1 - Stock Control (Voucher #15223-55)
- 1 - Suspense File

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ATTACHMENT A**MINICARD EQUIPMENT TO BE
PURCHASED FROM EASTMAN KODAK, CO.**

| <u>Item No.</u> | <u>Description and Function</u> | <u>Quantity</u> | <u>Unit</u> | |
|-----------------|---|-----------------|-------------|------|
| 1. | FLEXOWRITERS - Electric typewriters which also perforate a paper tape simultaneous with the typing operation. Document classification codes determined by the document analyst are recorded in the paper tape which is similar to a teletype tape | 4 | each | STAT |
| 2. | CAMERA - Records on film the code carried in the perforated paper tape together with an image of the document to which the tape relates | 1 | each | STAT |
| 3. | PROCESSOR - Chemically develops, fixes, washes, and dries Minicard microfilm | 1 | each | STAT |
| 4. | CHOPPER - Cuts reel film into individual Minicards | 1 | each | STAT |
| 5. | DUPLICATOR - Duplicates entire Minicard, and at the same time automatically transfers selected code data to a fixed sorting and selection position on the duplicate Minicard | 1 | each | STAT |
| 6. | FILING SORTER - Operating at high speed, arranges cards and automatically files them in proper sequence | 1 | each | STAT |

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| <u>Item No.</u> | <u>Nomenclature and Function</u> | <u>Quantity</u> | <u>Unit</u> | |
|-----------------|---|--|-------------|------|
| 7. | SELECTOR - Selects as many as 20, six letter or digit code words in one pass of Minicards through the machine. This permits a high degree of document selectivity at high speeds | <div style="border: 1px solid black; width: 100px; height: 15px;"></div> | 1 | each |
| 8. | VIEWS - Desk type microfilm viewer which enlarges the film image to a readable size. It has a device to identify frames which require reproduction | <div style="border: 1px solid black; width: 100px; height: 15px;"></div> | 3 | each |
| 9. | ENLARGER - Automatically prints enlarged copies of Minicard document images | <div style="border: 1px solid black; width: 100px; height: 15px;"></div> | 1 | each |
| 10. | MISCELLANEOUS EQUIPMENT - Includes Minicard manual handling devices, file cabinets, inspection viewers, etc. | <div style="border: 1px solid black; width: 100px; height: 15px;"></div> | | STAT |
| | Installation and Systems Administrative - 3% Fee - 7% | <div style="border: 1px solid black; width: 100px; height: 15px;"></div> | | STAT |
| | Estimated Total | <div style="border: 1px solid black; width: 100px; height: 15px;"></div> | | STAT |

SPECIAL INSTRUCTIONS:

- It is requested that the above items be packed in accordance with standard domestic packaging.
- It is requested that delivery be made to:

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NOTE: Total obligation to be - Verified with to be reserved as a contingency to cover variations in equipment costs.

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